

14 August 1958

Mr. L. L. Hunter
Assistant Commissioner
General Services Administration
Public Buildings Service
Washington 25, D. C.

Dear Mr. Hunter:

On August 13, 1958 I discussed the quarterly apportionment of funds for the Central Intelligence Agency headquarters building with Mr. C. W. Palmer of your office. There appears to be some misunderstanding in connection with the recently revised schedules for the completion of working drawings, the bidding period, and the proposed date of the contract award for the superstructure or general contract, and the fact that the terms of the Excavation and Foundation Contract would provide that the contract for the superstructure could be awarded while the excavation and foundation work was in progress.

You will recall that late in July we discussed the revised schedule after we had received word from the Architect and Engineer to the effect that an extension from September 2 until October 2, 1958 would be required for completion of the working drawings. It was agreed that the October 2 date for submission of working drawings would of course require a revision in the schedule for the award of a contract for the superstructure approximately as follows:

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|---|---------------|
| 1. Architect-Engineer to submit completed drawings and specifications to PBS and CIA by | Oct. 2, 1958 |
| 2. Check, and return to the Architect-Engineer for correction | Nov. 13, 1958 |
| 3. Revisions and additions completed and returned by | Dec. 10, 1958 |
| 4. Duplication of drawings and specifications by | Dec. 17, 1958 |
| 5. Advertise | Dec. 18, 1958 |

6. Bid submitted

Feb. 5, 1959

7. Review of Bids, receive Performance
Bond and order to proceed issued by

Feb. 26, 1959

It was also my understanding that this delayed schedule, however regrettable, would be acceptable to the Public Buildings Service and that it would be entirely feasible to award the General Contract before the Excavation and Foundation Contract was completed. Accordingly on 29 July 1958 I requested and obtained concurrence to the above schedule from our appropriate agency officials.

I believe that the architects have or will shortly submit to you a request for formal approval of the revised schedule. It is therefore requested that your office advise our comptroller of the quarterly apportionments necessary to meet this revised schedule.

Sincerely,

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[Redacted Signature]

Chief, Building Planning Staff

cc: Harrison & Abramovitz
Mr. Wilson (PBS)

Distribution:

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(14 August 1958)